



## South Coast Air Quality Management District

### Engineering & Compliance

*Policies &  
Procedures*

#### SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT

#### MEMORANDUM

**DATE:** December 21, 1981  
**TO:** Engineering Division Technical Staff  
**FROM:** Sanford M. Weiss, Director of Engineering /s/ SMW  
**SUBJECT:** Accelerated Permit Processing

Over the months that I have been Director, I have told you of the need to reduce the backlog. That need is now greater than ever. Accordingly, I want you to decrease the permit backlog by the following accelerated permit processing procedures. Please note that these procedures are somewhat different than those you previously used.

1. Equipment in the following equipment categories will be subject to accelerated permit processing:
  - Non-Power Plant Boilers or Steam Generators (does not include units used for control equipment)
  - Paint Spray Booths and Ovens
  - Degreasers
  - Dry Cleaners
  - Abrasive Blasting Equipment
  - Storage Units
  - Mixing Units
  - Any other small equipment designated by your Engineering Manager.
2. Accelerated Processing Procedures  
The following gives the minimum steps to be used in processing:
  - a. Check status of equipment with respect to nuisance or other problems by using Enforcement Reports
  - b. Calculate emissions for inventory and enter into appropriate AEDS and other data sheets using current methods.
  - c. Perform an office evaluation based on telephone data and primarily on experience. Perform any calculations necessary to the evaluation. Document the file.

d. Where problems are suspected, refer such to your supervisor.

3. Work Units for Accelerated Processing

For the duration of this intensified effort, the Work Units for Accelerated Processing will be three work units per application. Duplicate permit units will be given two work units.

4. Priorities

Reducing the "Ready for Field Inspection" (R/F) backlog is a top priority item. Emergency permits to construct will be processed, but for the next 30 days, R/F applications are to be processed on a priority basis. However, P/C's must be handled according to the 30 day, 180 day legal deadlines. I must clear any deviations from these priorities. At the end of the 30 day period, I will reevaluate progress and tell you of any changes.

SMW:lm